

Quotation Request //

US Government Publishing Office

Denver Regional Office
12345 W Alameda Parkway
Lakewood, CO 80228-2842

JACKET:561-165

Quotations are Due By:

(Eastern Time)12:00 PM on 07/01/2021

**Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.**

TITLE: KANAB FIELD OFFICE - VISTOR MAP 2017

QUANTITY: 2000 copies, +/- none.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote

<https://contractorconnection.gpo.gov/OpenJobs.aspx>. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to Denver GPO at 303-236-5292.

TRIM SIZE: 32 x 36" flat, 4 x 9" folded.

PAGES: Face and Back.

SCHEDULE:

Furnished Material will be available for pickup by 07/06/2021

Deliver complete (to arrive at destination) by 08/02/2021

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

Folded Map/Brochure: Prints in heavy ink coverage face and back with bleeds all sides. Contractor must convert all spot colors to 4-color process. Copy includes text, graphics, solid areas of color, and GIS topographic maps. After printing accordion fold maps from 32 x 36" to 4 x 32" with 7 parallel folds, then cross fold in to 4 x 18" and in again to 4 x 9" with title panel out. Score on folds.

BLUE LABEL SAMPLES: This order must be divided into 50 sublots. A random sample must be selected from each subplot. Do NOT choose copies from same general area of one specific subplot.

Quantity Ordered	Number of Sublots
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO) Form 2678-Department Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list. A signed Certificate of Selection of Random Copies must be included in the package.

No GPO Imprint.

MATERIAL FURNISHED: Contractor to pickup at GPO. NOTE: The purchase order and support files will be made available by e-mail from GPO. **CONTRACTOR VIABLE FTP SITE CAPABLE OF ACCEPTING LARGE MEMORY SIZE FILES IS MANDATORY FOR UPLOAD OF FILES FROM AGENCY.** Electronic files will be transmitted to contractor's FTP site after award. Contractor to contact agency with site address with upload ID and password for access to the site. GPO contact: Deb Eichfeld (Ph. 303-225-6976) / deichfeld@gpo.gov.

It is the contractor's sole responsibility to immediately confirm, to the Denver GPO, that all electronically transmitted files were received (phone call or written email reply accepted -- an automated system generated tracking option such as "read receipt" is not acceptable). Furthermore, contractor is responsible for immediate inspection of government furnished materials (GFM) including but not limited to electronically transmitted files. Contractor's failure to comply with the above stated requirements will not relieve the contractor of making delivery of the supplies or perform the services within the time specified in the contract. No extension in the shipping/delivery schedule will be granted as a result of contractor's failure to inform the GPO that they have not received the files and/or if there is an issue with the GFM that endangers performance on the contract.

Two high-resolution Adobe Acrobat PDF files supplied as electronic media. File includes full bleeds, crop marks, and fonts. No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. Contractor is responsible for converting images to an appropriate color space and file format for output. Contractor must also apply any and all necessary prepress functions to achieve best possible output quality of supplied files.

Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. No additional time or compensation will be given to the contractor for common errors associated with file output from a different platform. See "Inspection of Files" for brief description of common errors. The contractor will be responsible for proofreading converted formats to ensure that all fonts have transferred platforms completely. **CONTRACTOR WILL BE RESPONSIBLE FOR FINAL OUTPUT THAT IS IN CONFORMANCE WITH THE VISUALS AS PROVIDED.** *INSPECTION OF FILES: Contractor to perform a basic check, preflight of the furnished files. Check for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on. The Contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to: 1) color issues and shifts (RGB color data, no spot colors, loss of black plate), 2) page integrity (text reflow or type substitution), 3) errors associated with embedded graphics, 4) missing prepress features (e.g. bleeds, trim marks), creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, 5) loss of text characters from graphic elements, and 6) **Defining proper file output selection for the imaging device being used. Contractor responsible to ensure that the black type is a solid black not a process build. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the Contracting Officer IMMEDIATELY upon discovery. Prior to making any revisions, the contractor must make a "copy" of the original files, then proceed to make any revisions to the "copy" as required. Further, in addition to the return of the original files, the contractor must furnish final production native application files (digital deliverables, an exact representation of the final printed product) upon completion of the order. All files must be imaged as necessary to meet the assigned Quality Level.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order JCP Code* O90, White, Printable Plastic Film (Synthetic Paper), Basis Size 25 X 38", basis weight 61-lb. Stock must be Polyart II, no substitutions.

COLOR OF INK:

4-color process.

PRINT PAGE: Head to Head

MARGINS: Follow Copy Sample.

PROOFS:

One Adobe PDF Digital "soft" proof requested (composite proof with all elements in position). The digital soft proof is intended as a check on image position, cropping, scaling, and other visual features of a text page or illustration. It is NOT intended as a check of color fidelity. Proof will be withheld not more than 1 workday from receipt by the Government to availability for pickup by the contractor's plant. Note: The first workday after receipt of proofs by the Government is day one of the hold time. Contractor must not print prior to receipt of an 'OK to print'. Government representative will provide written proof response via e-mail or fax.

Call Agency contact 1 day in advance of sending proof to advise and insure delivery to active mail box not junk mail, Lynn Roth (801-539-4142). Submit digital PDF proofs by email to: lroth@blm.gov

Contractor is cautioned that the proofs produced must be from the contractor's prepared files for their output device and which will be used for final reproduction. It is not acceptable to simply submit reproductions for the PDF files furnished by the ordering agency.

If there are any author's alterations or delays caused by the Government in the handling of proofs, it's the contractor's responsibility to notify the GPO in advance of making changes so that an extension and/or price adjustment may be made by Contract Modification.

BINDING:

See Description.

DISTRIBUTION:

NOTIFICATION OF SHIPMENT TO AGENCY AND DELIVERY TO DENVER GPO:

Inform the GPO Denver Regional Office of the actual delivery date (not the shipped date) as soon as known on all orders. Email the Jacket number and delivery date to InfoDenver@gpo.gov.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to: lroth@blm.gov. The subject line of this message shall be "Distribution Notice for Requisition No. 1-22386-LM, Jacket 561-165". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

INSIDE DELIVERY REQUIRED

2,000 copies (includes 50 random copies "Blue Label") delivered to: Attn. Lisa Church; BLM Kanab Field Office; 669 S. Highway 89A; Kanab, Utah 84741

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing (page related) Attributes Level III.
- (b) Finishing (item related) Attributes Level III.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards -- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	Supplied Electronic Media
P-8. Halftone Match (Single Impression)	Approved Proofs, Supplied Electronic Media
P-10. Process Color Match	Approved Proofs, Supplied Electronic Media

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/agency/billing-and-payment>.

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Attachment(s): NONE